

Fig 1.

10

File Edit View Activity Reports Help 21b

Smith

May, 2001

1st2nd3rd4th5th6th7th8th9th10111213141516171819202122232425262728293031

0900

0930

1000

1030

1100

1130

1200

1230

1300

1330

1400

1430

1500

1530

1600

1630

Daily

Weekly

Monthly

Appointments

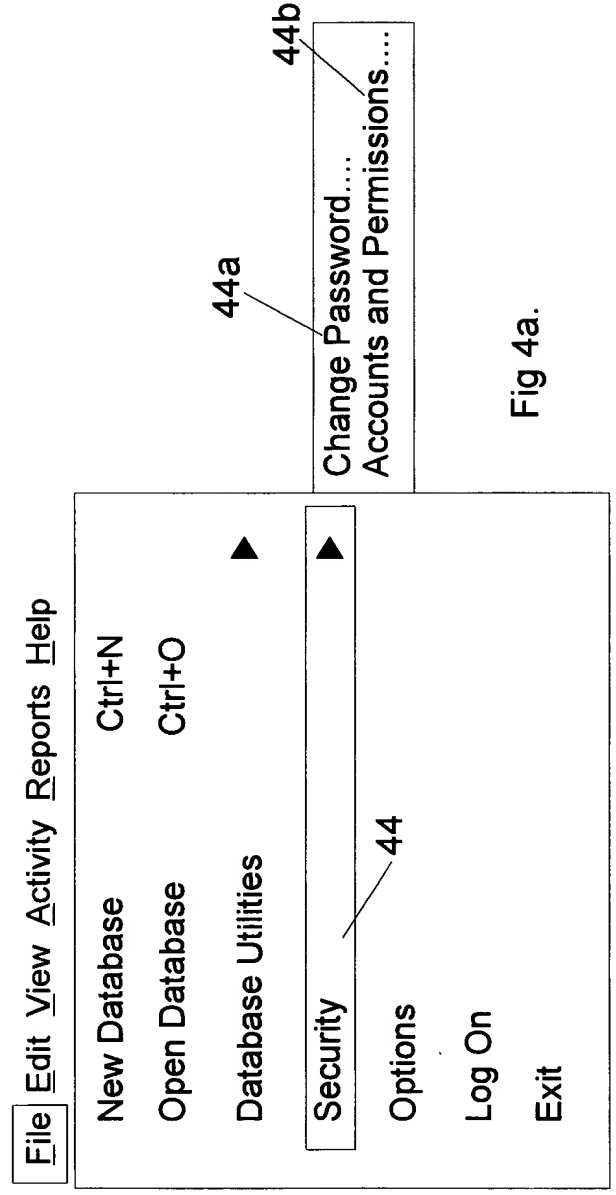
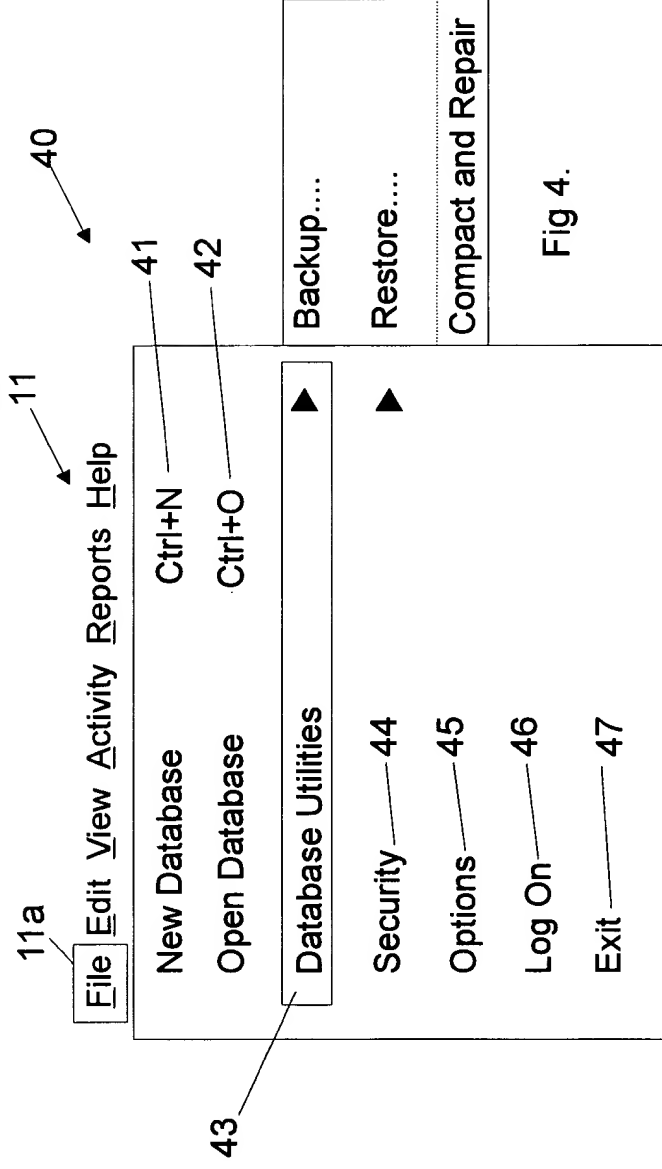
Notes List

New Note Delete

Show notes at startup

Waiting List

Fig 3.



Options

Options list

146

Preferences

147

Group View

148

E-mail

149

Accounts and Permissions

150

Customize

45

Options

45a

Options list

146a

Preferences:

146b

Start Time: 9:00:00 AM

146b

End Time: 5:00:00 PM

Interval: 30

minutes

hours

Time Style: 24 hr(hh:mm)

Calendar

First day of Week: Sunday

Holidays Font: MS Sans Serif

Holidays Color: White

Show Holidays with a different Color

Save

Cancel

Help

Fig 5.

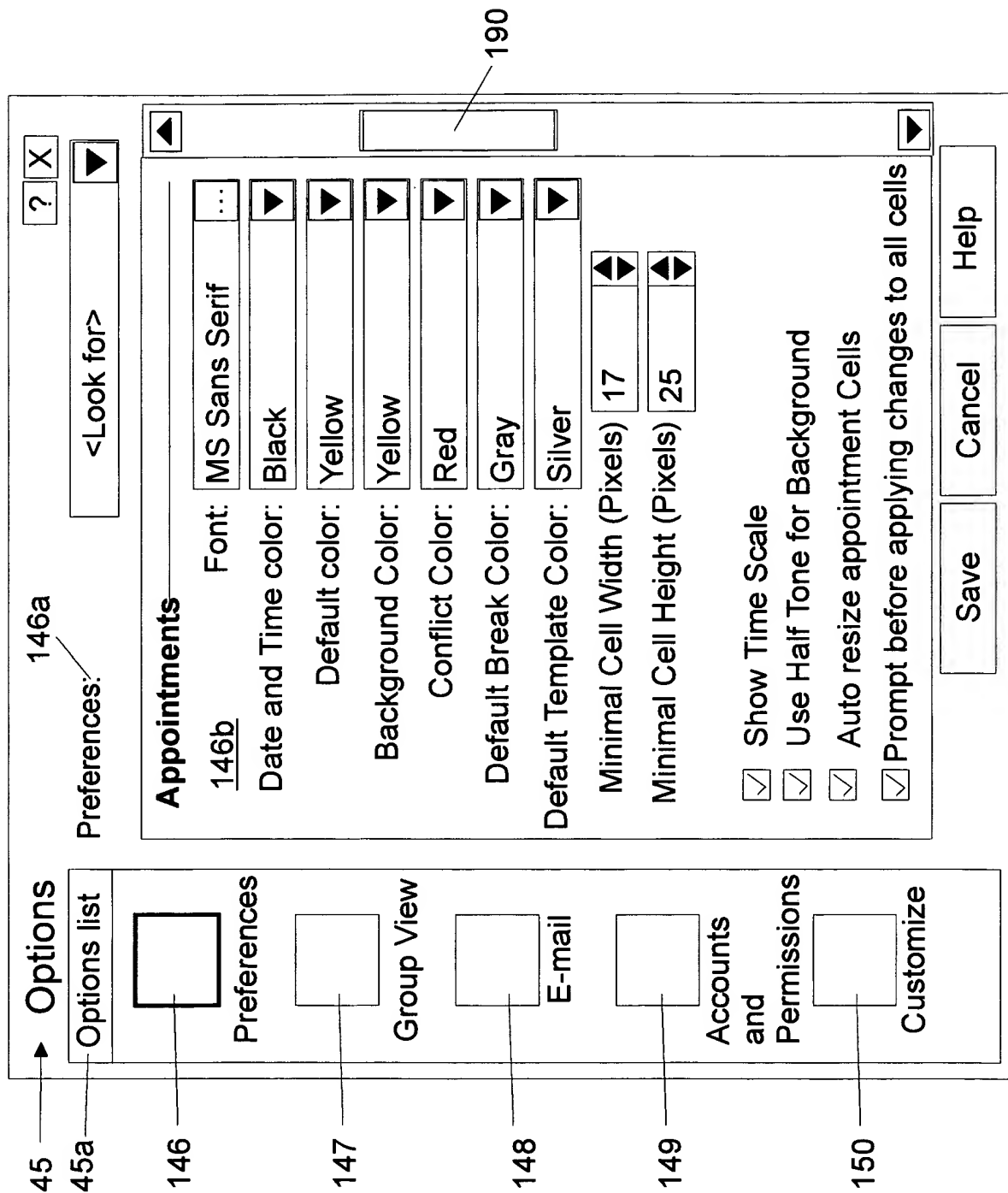


Fig 6.

Options

Options list

146

Preferences

147

Group View

148

E-mail

149

Accounts and Permissions

150

Customize

45

Options

45a

Options list

146a

Preferences:

146b

Order:

190

Use Database Wizard on Start Up

Save

Cancel

Help

☒ Enable Drag and Drop appointments
☒ Prompt before moving an appointment
☒ Warn when scheduled to non-default provider
☒ Warn when authorized number of visits remaining is less than:
☐ Use Grayscale when printing Appointment Grid
☒ Horizontal ☐ Vertical
☒ Status ☒ Notes
☒ Break ☒ Recurrence
☒ Template ☒ Group
☒ Above Template ☒ Sent E-mail
☐ Customer's Image ☒ Sent Letter
Other
☒ Use Database Wizard on Start Up

Fig 7.

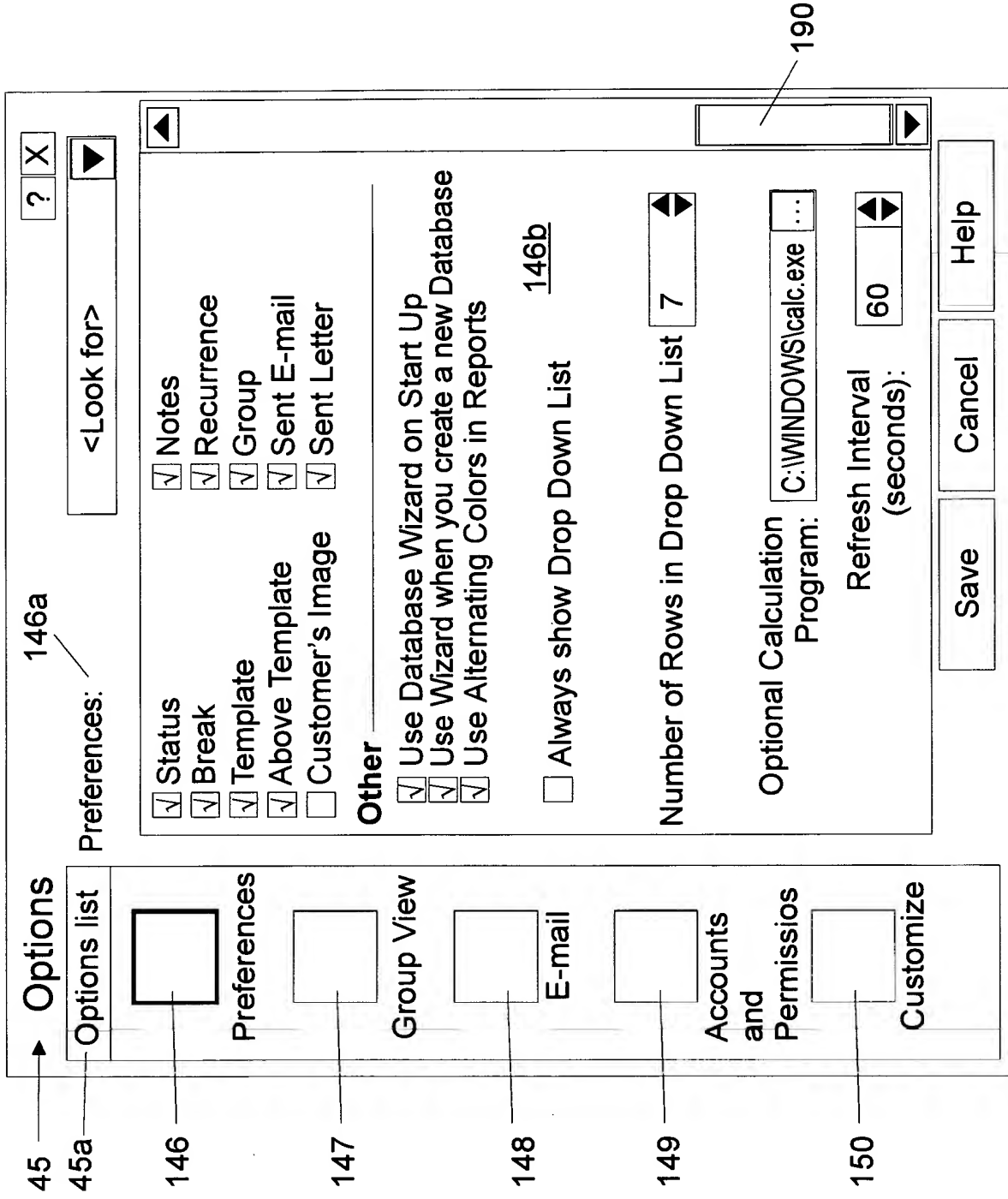


Fig 8.

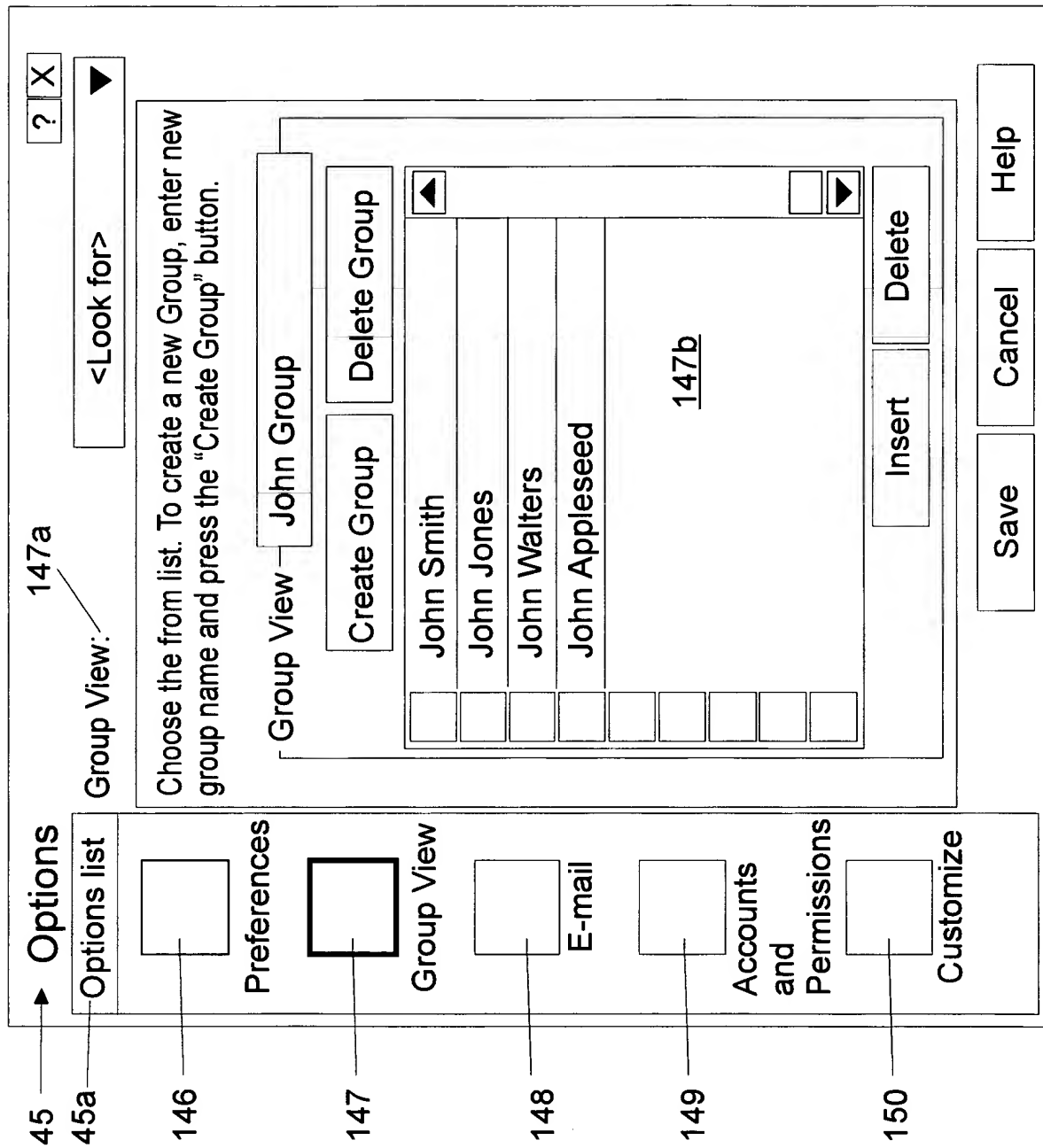


Fig 9.

The screenshot shows the 'Mail Settings' dialog box. On the left is a sidebar with a list of options: 'Options list', 'Preferences', 'Group View', 'E-mail', 'Accounts and Permissions', and 'Customize'. The 'E-mail' option is selected and highlighted. The main area of the dialog is titled 'Mail Settings' and contains several sections: 'E-mail options' with fields for Name, E-mail Address, Reply Address, and Carbon copy to; 'Server' with fields for SMTP server, Port, Account Name, and Password; 'Reminder Message' with a 'Subject Line' field; and a checkbox labeled 'Hide E-Mail window after connection'. At the bottom are 'Save', 'Cancel', and 'Help' buttons. Numbered callouts point to various elements: 45 points to the 'Options' title, 45a to the 'Options list', 146 to the 'Preferences' option, 147 to the 'Group View' option, 148 to the 'E-mail' option, 149 to the 'Accounts and Permissions' option, 150 to the 'Customize' option, and 148a points to the 'Mail Settings' title. Other callouts include 148b pointing to the 'Subject Line' label and 148c pointing to the 'Reminder Message' text box.

Fig 10.

149a

Options

Options list

☐ Preferences

☐ Group View

☐ E-mail

☒ Accounts and Permissions

☐ Customize

Accounts and Permissions

☒ Users must enter a name and password to use this database
 Click to select the check box next to any action that you want to access

☒ Administrators
☒ Guest Users
☐ Power Users

Administrators have complete and unrestricted access to the computer/databases

☒ Security
☒ Options
☒ File
☒ Data
☒ Reports

Fig 11.

150a

Options

Options list

146

Preferences

147

Group View

148

E-mail

149

Accounts and Permissions

150

Customize

45

Options

45a

Options list

146

Preferences

147

Group View

148

E-mail

149

Accounts and Permissions

150

Customize

Customize

Customer Blank Form

Appointment Info

Reminder Message

Note Templates

Color Palette

Calendar

Edit Masks

Backup

Blank Forms

Displays the basic colors available. You can define a custom color by clicking the New button and then defining a custom color by using the color matrix.

Available colors:

Black

150b

New

Edit

Delete

Save

Cancel

Help

?

X

<Look for>

▼

Fig 12.

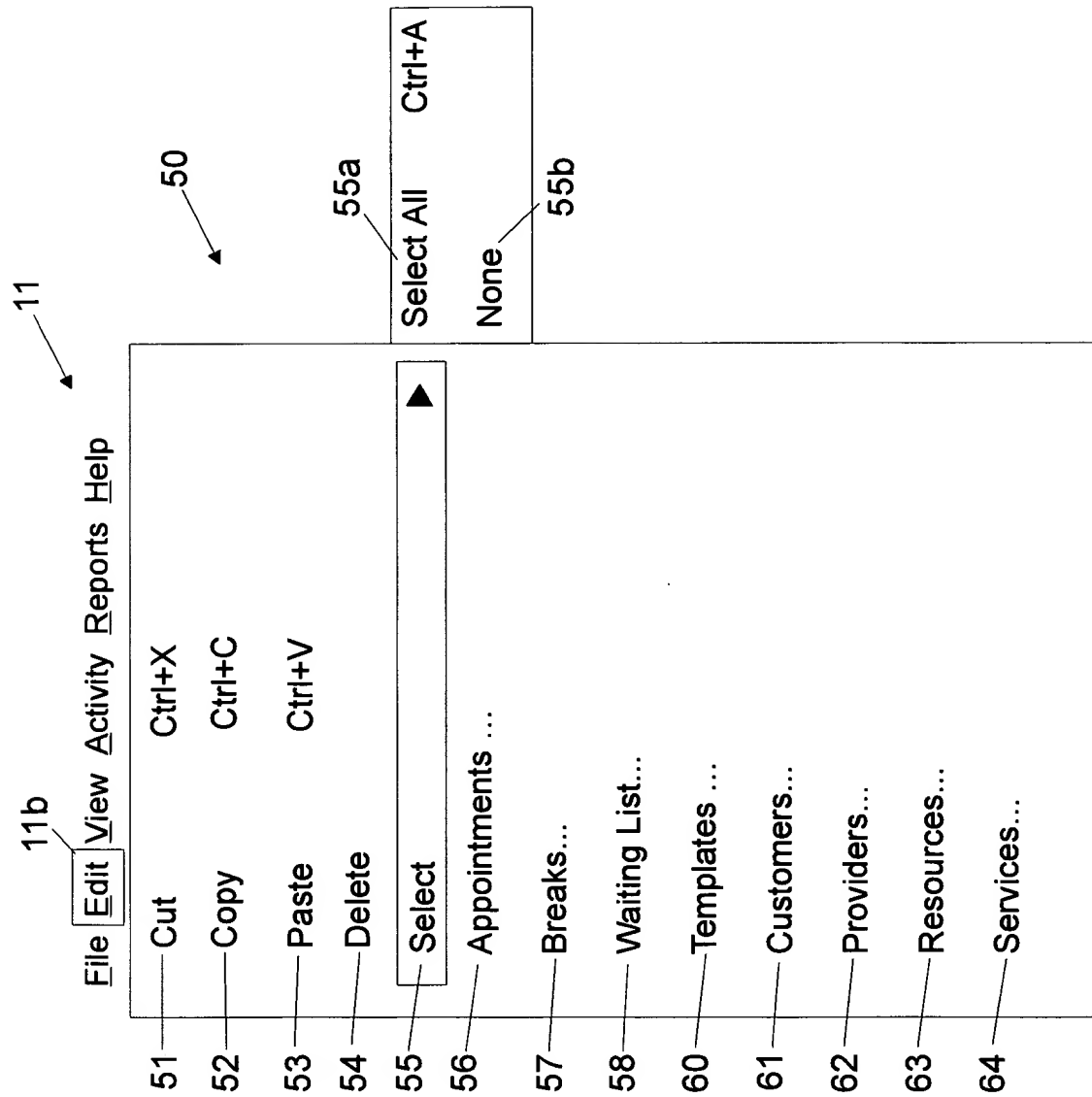


Fig 13.

113

114a 11

Today's Appointments
File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for Smith

114

Appointments

115

Breaks

116

Waiting List

117

Templates

118

Customers

119

Providers

120

Resources

121

Services

New Appointment

Customer
Name
Phone

Providers/Resources

Properties
Status Appointment Set
Service Code
Color Yellow
Duration min. hrs.
Charges

Add Image
History
Visits
Direction
Add Chart
Customize

Occurs
Date Tuesday June 05, 2001
Time 11:00 a.m.
Recurrence

Change

114b

Fig 14.

113

115a 11

Today's Breaks

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for Smith

114

Appointments

115

Breaks

116

Waiting List

117

Templates

118

Customers

119

Providers

120

Resources

121

Services

Description

Date

Description

Providers/Resources

Properties

Occurs

Date Tuesday June 05, 2001

Time 11:00 a.m.

Recurrence

No repeat

Change

Color Gray

Duration min. hrs.

Fig 15.

114
Waiting List

115
Appointments

116
Breaks

117
Waiting List

118
Templates

119
Customers

120
Providers

121
Resources

Services

116a

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for Smith

Priority Code Customer Name
Normal/ Joe Smith

Joe Smith

Customer

Name Joe Smith

Phone

Providers/Resources

Properties

Priority Normal/Low

Service Code

Color Gray

Duration min. hrs.

Note:

116b

Fig 16.

Today's Templates

117a

113

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for

114

115

116

117

118

119

120

121

Appointments

Breaks

Waiting List

Templates

Customers

Providers

Resources

Services

New Template

Description: ▼

Providers/Resources

▲		▼

Occurs

Date Tuesday June 05, 2001 ▼

Time 9:00:00 a.m. ▲

Recurrence

No repeat ▼ Change

Properties

Service Code

Color Silver

Duration 30 min. hrs.

Password: ☒ without password ☐ group password ☐ user password

Set Password

Show message:

117b

Fig 17.

FIG 18a - Smith's

118a

11

Customers

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for

Code Full Name Company

Smith: Smith Joe

114

115

116

117

118

119

120

121

Appointments

Breaks

Waiting List

Templates

Customers

Providers

Resources

Services

Smith, Joe

Last Name Smith

First Name Joe

Company Name Smith's Fritters

Middle initials

Sex: Male

Address 1:

Address 2:

City:

State:

Zip code:

Phones: (941)555-1212 (941)555-1213

Directions:

Add Image

Appointments

Add Chart

Set Password

Customize

E-mail: smith@jones.com

URL:

Service Code: Smith's Fritters

Customer Type:

Provider:

Referral Source:

ID number 2:

Social Security #:

Birthdate:

Approval Code:

Visits 999

Visits: 3

Definable Fields:

Note: Joe Smith's notes

Fig 18.

119a

Providers

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

113

114

Look for

Code Full Name

Smitj: Smith Joe

Willm: Williams Mike

115

Appointments

116

Breaks

117

Waiting List

118

Templates

119

Customers

120

Providers

121

Resources

Services

Williams, Mike

Last Name Williams

First Name Mike

Middle initials

Credentials:

Address 1:

Address 2:

City:

State:

Zip code:

Phones: (941)555-1212 (941)555-1213

Fax: (941)555-1313

E-mail:

URL:

Type: Smith's Fitters

Set Password

119b

Fig 19.

Resources

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for

Code	Description
Truck 101	Truck1
X-Ray Unit	

Truck 1

Description Truck

Type Pickup

114

Appointments

115

Breaks

116

Waiting List

117

Templates

118

Customers

119

Providers

120

Resources

121

Services

120b

Fig 20.

114

Appointments

115

Breaks

116

Waiting List

117

Templates

118

Customers

119

Providers

120

Resources

121

Services

Resource types

Referral sources types

Customers types

Providers types

Service codes

Look for

Code

Duration

Description

119c

119a

Providers Types

File

Edit

View

Help

Categories

X

New

Edit

Delete

Print

Hide

Help

Close

Save

Cancel

113

New Provider Type

Description

Fig 22.

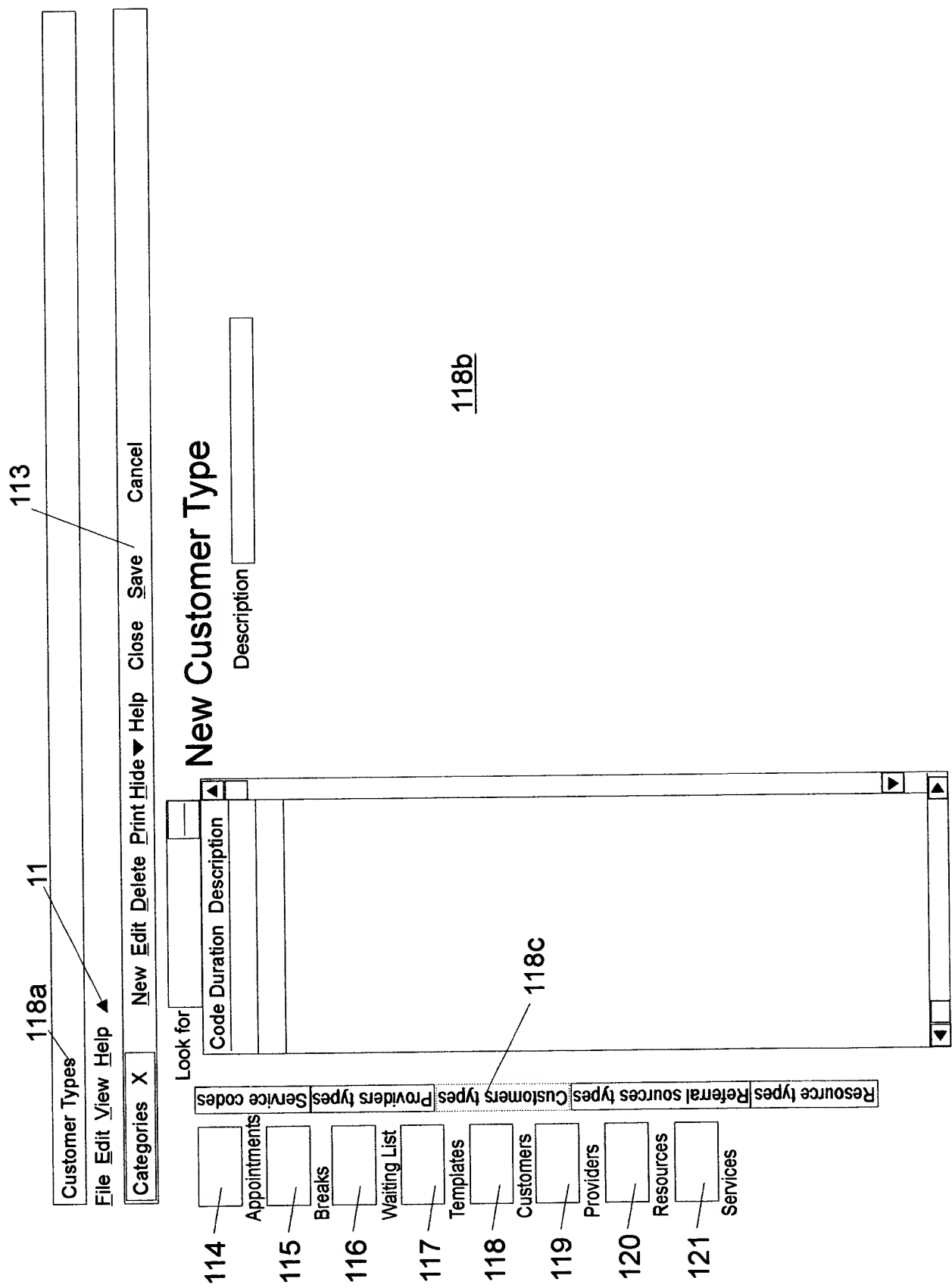


Fig 23.

113

130a

Referral source Types

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

Look for

Code Duration Description

114

Appointments

115

Breaks

116

Waiting List

117

Templates

118

Customers

119

Providers

120

Resources

121

Services

Resource types Referral sources types Customers types Providers types Service types Service codes

130c

130b

Description

Fig 24.

114

115 Appointments

116 Breaks

117 Waiting List

118 Templates

119 Customers

120 Providers

121 Resources

Services

Resource types

Referral sources types

Customers types

Providers types

Service types

Service codes

Look for

Code

Duration

Description

120a

11

120b

120c

Resource Types

File Edit View Help

Categories X New Edit Delete Print Hide Help Close Save Cancel

113

Description

Fig 25.

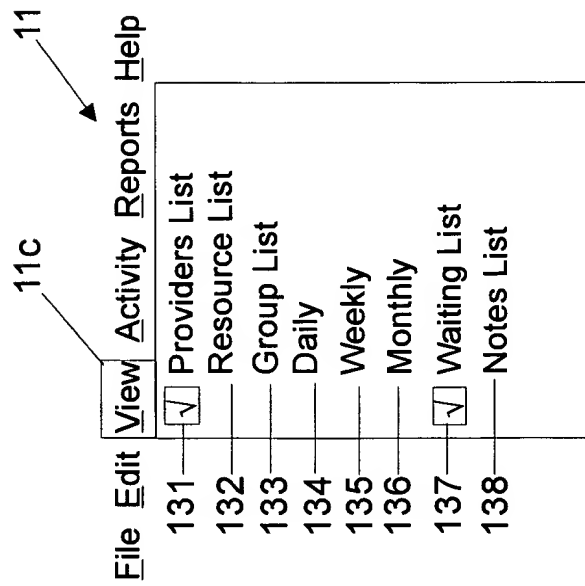


Fig 26.

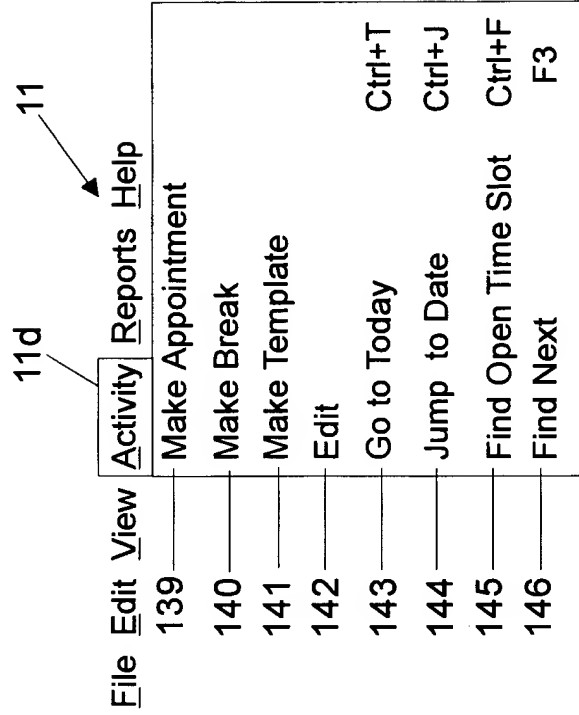


Fig 26a.

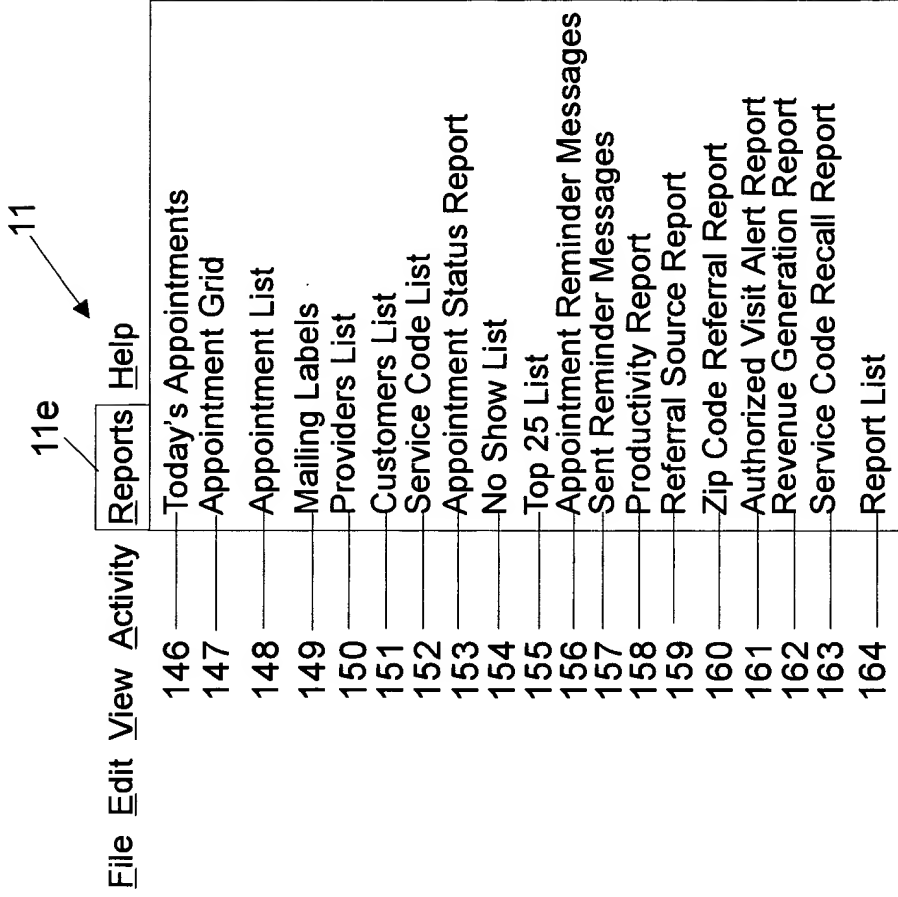


Fig 27.

FIG. 27

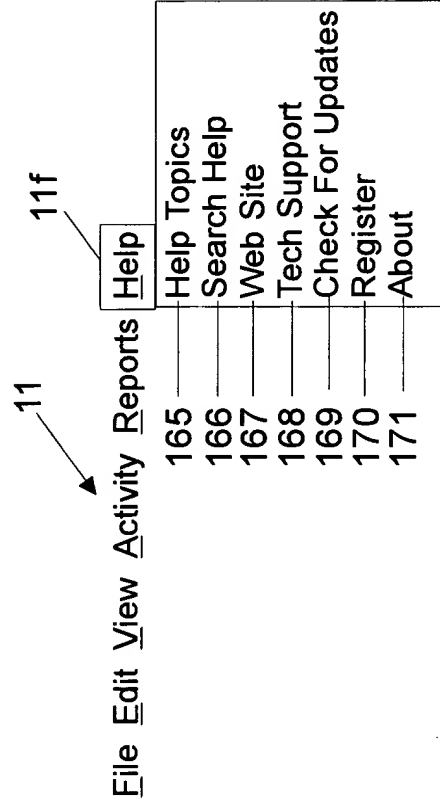


Fig 28.